

**STATE OF WISCONSIN
DEPARTMENT OF CORRECTIONS**

WISCONSIN SECURE PROGRAM FACILITY



ANNUAL REPORT

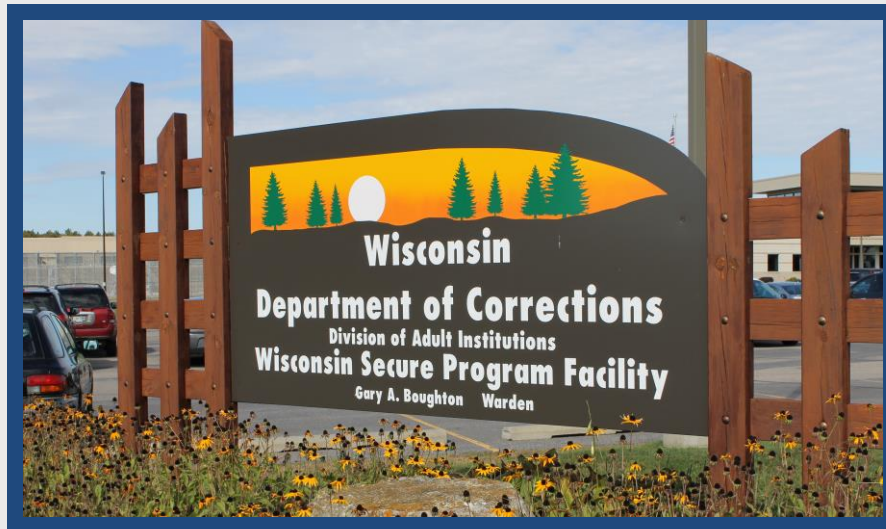
Fiscal Year 2016

(JULY 1, 2015 - JUNE 30, 2016)

**Gary Boughton
Warden**

TABLE OF CONTENTS

A MESSAGE FROM WARDEN BOUGHTON	3
HISTORY OF WISCONSIN SECURE PROGRAM FACILITY	4
FAST FACTS PROFILE	4
MISSION STATEMENT	4
COMMUNITY RELATIONS BOARD	4
WSPF ACCOMPLISHMENTS	5
HUMAN RESOURCES DEPARTMENT	5
WORKPLACE ENHANCEMENT COMMITTEE	5
CISD/PEER	6
BLOOD DRIVE	6
GENERAL POPULATION	6
TREEPROJECT.....	6
GARDEN.....	6
SECURITY DEPARTMENT	6
CRISIS NEGOTIATIONS TEAM	6
TRAINING/E.R.U.	7
MEDICAL FIRST RESPONDERS	7
VISITS	8
TRANSPORTATION	8
CONDUCT REPORT STATISTICS.....	8
PROGRAM DEPARTMENT.....	8
PROGRAMMING	8
EDUCATION	10
LAW LIBRARY SERVICES.....	11
RELIGIOUS PROGRAMMING.....	11
PSYCHOLOGICAL SERVICES.....	11
RECORDS	12
HEALTH SERVICES UNIT	12
AMERICAN WITH DISABILITIES ACT COORDINATOR.....	13
LIMITED ENGLISH PROFIECIENCY COORDINATOR.....	13
UNITIED CORRECTIONS COALITION COORDINATOR	13
PRISON RAPE ELIMINATION ACT COORDINATOR.....	13
ACRONYMS.....	13
INMATE COMPLAINT REVIEW SYSTEM.....	14



A Message from Warden Boughton...

The following annual report provides information to those who hold us accountable in the use of resources and treatment of inmates housed at WSPF. What it does not show is the daily dedication of those who work here.

The Wisconsin Secure Program Facility recognizes to be successful in accomplishing the mission of DOC, we must work together, yet value each department for their individual contributions. Providing a safe and secure environment for both staff and inmates is a shared purpose but it is only with the efforts of all departments we obtain this.

The daily efforts of food service staff to provide three meals a day, health service staff providing health care to inmates, inmate complaint examiners ensuring inmate concerns are addressed, program staff providing avenues for inmates to make pro-social decisions, records department staff ensuring inmates are appropriately released or retained, education staff providing inmates the ability to obtain their GED or HSED or a two-year certificate in cosmetology, social workers assisting inmates with their needs, PSU staff addressing the mental health of inmates, business office staff ensuring inmates with jobs are getting paid and weekly canteen orders are being correctly processed, stores staff filling requests of all departments, maintenance staff who keep the physical plant in good repair, and the 24/7 responsibility of officers, sergeants, and security supervisors to ensure all this is done in a safe manner. It takes a collaborative approach to make an institution operate efficiently, without it, there would quickly be disorder. No one department is more valuable than another but collectively they define WSPF.

I have mentioned to some but I want to take this opportunity to express to all, I am truly blessed to be a member of the staff who work at WSPF.

HISTORY OF WISCONSIN SECURE PROGRAM FACILITY

- ◆ **December 17, 1997:** Ground breaking and construction began at the facility site
- ◆ **August, 1999:** Construction of facility complete
- ◆ **November 10, 1999:** Facility received first inmate and the facility opened under the name of Supermax (SMCI) as it was not officially named.
- ◆ **October 1, 2003:** Facility officially named as Wisconsin Secure Program Facility (WSPF).
- ◆ **February 14, 2007:** WSPF converted a 111 bed unit used for transition in the High Risk Offender Program to a General population Unit
- ◆ **June 16, 2008:** Began planning to convert Delta Unit (2 ranges) to General Population with a target date for occupancy of September of 2008.
- ◆ **July 2009:** Planning the opening of the outside recreation area for General Population inmate use.
- ◆ **April 2010:** Last 2 ranges of Delta Unit opened for General Population inmates.
- ◆ **February 2011 :** Began construction on the Barber/Cosmetology area
- ◆ **September 2011:** First Barber/Cosmetology Class begins
- ◆ **June 2, 2014:** Range 1 on Echo Unit converted from segregation range to general population use.
- ◆ **January 2015:** Range 2 Echo Unit converted from segregation range to general population use.
- ◆ **April 2015:** Contact Visitation for general population inmates opened.
- ◆ **May 2015:** Ranges 3 and 4 Echo Unit converted from segregation range to general population use.
- ◆ **August 2015:** Modifications made to the Health Services Unit to accommodate GP inmates reporting to HSU for medical appointments.
- ◆ **January 2016:** Inmate Mentoring Program for restrictive housing inmates

FAST FACTS PROFILE

Date Opened: 1999
Security Level: Maximum
Operating Capacity: 500 Males
Current Population: 421 Males
Security Staff: 172 FTE
Non-Security Staff: 79 FTE
Number of Acres: 160, institution occupies 24 acres
Inmate to Staff Ratio: Approximately 2 inmates for every staff member
Operating Budget: 18.0 million
Money Collected FY16:
Victim Witness Surcharge A & B - \$5,265.27
DNA Surcharge - \$4,373.92
Child Support - \$5,902.31
Medical Co-Pays \$3,397.50
Restitution \$22,039.03

WISCONSIN SECURE PROGRAM FACILITY MISSION STATEMENT

The Wisconsin Secure Program Facility, will safely and humanely house, manage and control inmates in a secure setting. The Wisconsin Secure Program Facility will also provide inmates the opportunity to acquire skills needed for their eventual progression into less secure correctional environments.

WSPF COMMUNITY RELATIONS BOARD

"Keeping the lines of communication open"

Members of the Community Relations Board are appointed by the Warden. CRB membership is available to any community citizen including elected or appointed government officials. Membership is not available to active clients of the Department of Corrections.

The following is the list of members:

Lisa Riniker Grant Co. District Attorney	Steve Wetter Mayor – Boscobel
Darla Adams Victim/Witness Coordinator, Grant Co.	Paul Bloyer Former Mayor – Boscobel
Dr. Kurt Wilhelm Physician	Travis Tranel State Representative
Darrell Berglin Sheriff, Richland Co.	Jerry Berge Retired Warden
Todd Stenner Chief of Police, Boscobel	Pete Huibregtse Retired Warden
Nathan Dreckman Sheriff, Grant Co.	David Hartberg Administrator, Boscobel Area Healthcare
Dale McCullick Sheriff, Crawford Co.	Steve Braun Grant Co. Emergency Management

WSPF ACCOMPLISHMENTS for FY16

- ◆ A number of inmate fundraisers were held throughout the year, with proceeds given to local charities
- ◆ Modifications made to the Health Services Unit to accommodate GP inmates reporting to HSU for medical appointments.
- ◆ Community Service Program accepted donations from local organizations, made craft projects, then donated the items to various organizations and charities.
- ◆ Inmate Mentoring Program for general population and restricted housing inmates.

HUMAN RESOURCES DEPARTMENT

The Human Resource Department is dedicated to ensure all Federal and State employment laws are followed in the staffing and operation of the WSPF, including a safe and harassment free workplace for employees. In addition, the team strives to foster and maintain a good working relationship with all employees.

The Human Resource Office was staffed during FY16 as follows:

- ◆ Shirley Gates, Institution Human Resources Director
- ◆ Diane Yonker, Human Resources Assistant
- ◆ Tammy Lenzendorf, Payroll and Benefits Assistant

Workplace Enhancement Committee

The Workplace Enhancement Committee (WPEC) is a group of employees who work together to make the Institution a better place to work. WPEC sponsors a number of fundraisers for charitable organizations, staff members, and items for the institution. The past year's fundraisers resulted in contributions to the Clevon Family, the Bartels Family, and Officer McKee.

During Correctional Employee Week WPEC treated staff to popcorn, walking tacos, and candy bars.

The first Friday in December was the annual WSPF Holiday party for staff and their families sponsored by WPEC. A meal was served, entertainment is provided, and Santa and Mrs. Claus are there to pass out gifts to the children. At the annual event staff is asked to bring mittens and hats to donate to the area schools to distribute to children in need.

In August the annual school supplies drive is held. All supplies collected are donated to the Boscobel Area Schools. The Institution is involved in the annual Adopt-a-family program at Christmas. Many gifts and donations of money were collected and delivered to 2 families in need this past holiday season. All this is made possible through the generosity of the employees supporting WPEC efforts.

CISD/PEER

The Critical Incident Stress Debriefing (CISD) Program is a confidential, peer-based support system for employees who have experienced stress due to involvement in a work-related incident. CISD and peer support programming is now facilitated by Dear Oaks: an outside Employee Assistance Program. Standardized training for peer supporters was implemented by the DOC Central Office in 2009 and has been enhanced in past years. WSPF will continue to actively endorse this and other trainings for new as well as existing peer supporters.

Blood Drive

WSPF along with the American Red Cross held three blood drives in FY16. Drive dates and units collected are as followed:

8/27/15	51 Units
11/10/15	36 Units
3/3/16	51 Units
Total	138 Units

As always, a special thanks goes out to all the wonderful volunteers who make donations, work the blood drives and the generous staff who bring treats and to all of WSPF staff.

GENERAL POPULATION

The general population units at WSPF house 311 maximum security inmates and are managed by a Corrections Unit Supervisor. Each inmate has a single occupancy cell with the exception of 10 cells on Delta unit, which are double cells. These units have program space (8 & 12 person dayrooms) and C indoor/outdoor recreation areas. The dayrooms are where GP inmates eat, attend education classes, programs, and religious activities. Smaller areas allow inmates to lift weights, play basketball, play handball, attend law library, sit outside and enjoy the weather while playing cards etc. Approximately 105 inmates hold institution jobs and approximately another 50 are enrolled in Education.

Tree Project

In the spring of 2016, WSPF was part of a cooperative, tree grading project with the Wilson State Nursery of the Wisconsin Department of Natural Resources. During April, general population inmates at WSPF sorted, graded, and packaged 339, 850 coniferous and hardwood tree seedlings. The seedlings were delivered to the institution each morning and then picked up each afternoon throughout the project. In addition, WSPF inmates sorted and individually packaged over 7,000 tree seedlings which were handed out at a Milwaukee Brewers game as part of a project to plant trees.

Garden

The growing season of 2016 marked the sixth year of the WSPF institution container garden program. The garden produces both flowers and vegetable plants and is tended by inmate gardeners. The plants are grown from seeds and started in the early spring in an indoor area using small containers. As the weather warms, these plants were then transplanted to the outdoor container garden area. In May 2016 the program donated marigolds, petunias, alyssum and zinnias to the city of Blue River, Boscobel Area Healthcare and to the Boscobel Care and Rehabilitation center. Staff was given the opportunity to bring in empty hanging baskets which were filled and planted at a nominal cost. In addition flowering and vegetable plants were made available for purchase to institution staff. Proceeds from these sales go back for future Community Service Programs purchases. The garden produced vegetables such as cucumbers, green beans, tomatoes, green peppers, radishes, and cantaloupe. Herbs such as basil and thyme were also grown. These vegetables and herbs were used in the institution food service as well as donated to the local food pantry. Next year, we hope to expand the plantings and have another successful growing season.

SECURITY DEPARTMENT

Crisis Negotiations Team

In July 2015, WSPF traveled to PDCI for a presentation by the Crawford County Sheriff's negotiation commander.

In August and October 2015 the Negotiations team trained with the tactical team at the South West Tech range. Tactical movement was trained as well as scenarios.

Tori Sebranek attended the Wisconsin Crisis Negotiators annual Fall Conference in Marshfield Wisconsin in October 2015.

In November 2015, the CNT team trained at WSPF. Familiarization with equipment and active listening exercises were done before participating in short scenarios.

In January 2016 WSPF traveled to PDCI for a presentation by Lt. Overbo on radical Islam.

In March 2016, WSPF CNT had training in "M" building with PDCI in attendance. After team building exercises were completed, scenarios were run.

On May 16, 2016 Captain Hanfeld and Sergeant Henneman attended the Wisconsin Crisis Negotiators Association Spring One-Day Training.

Training/E.R.U.

The Training Captain maintains training records, coordinates all DOC mandated training requirements and assists with instructor led training conducted at the institution. The unique physical nature of the institution allows for the institution to be placed in a slow-down staffing pattern to facilitate training. Institution training days are conducted monthly with varied subject materials.

E.R.U. (33 member team): Training is conducted bi-monthly in eight hour blocks. Joint training is conducted with PDCI when schedules allow. Training topics include Handgun, Rifle & Shotgun Qualification, Armed Escort, Electronic Control Devices, Specialty Impact Munitions, Basic E.R.U., Incapacitating Agents, Pepper ball systems, Distraction Devices, Arc Air & Partner Saw systems, Building Clearing, ICS, Joint Exercises w/ C.N.T. & Command Post.

TEMS (4 member team): Tactical Emergency Medics continue to train with the ERU squad as well as quarterly during MFR training.

Equipment purchases: Ammunition, weapons cleaning equipment, Taser cartridges incapacitating agents & personal safety equipment. 10 new Ruger Mini 14's were purchased through Ruger. These items were purchased to replace worn equipment, improve training skills and better equip the ERU team for a tactical environment and line staff for regular duties.

Future training goals for ERU and areas of improvement: Continue to provide update training to give team members tools to use during emergency situations. Also continue to conduct Basic ERU, Armed Escort classes and update certifications for new members as open positions are filled.

Medical First Responders

The Medical First Responder program at WSPF was initially implemented in August 2000. In July 2015 thru June 2016 the following continued to be maintained by the Medical First Responders:

Coverage continued to be offered as scheduling allows.

- ◆ All members continued to be trained in Healthcare Provider level CPR/AED.
- ◆ All members maintained certification in all approved skills as directed by the Medical Director.
- ◆ Some of the WSPF Medical First Responders are active in EMS in their respective communities either as Medical First Responders or as an EMT-B.
- ◆ WSPF Medical First Responders continue to implement Tactical Medical skills within WSPF's ERU program.
- ◆ WSPF's Tactical Medics and Medical First Responders continue to offer their services outside the institution in Mutual Aid/IMS situations.
- ◆ Currently there are 12 members in the Program

- ◆ There are currently 6 members that are instructors of CPR/AED

Visits

Contact visitation was an element which WSPF did not offer but other WI DOC maximum security institutions do. With WSPF now having more GP beds than RSH beds the evolution to contact visitation is fitting. The WSPF Maintenance department converted the intake area to contact visitation. Contact visitation for general population inmate began April 17, 2015. A number of visits are still conducted through video visitation. There were a total of 1,530 visits and 2,536 visitors this year. A breakdown of visiting number is below:

Total Televisits	Total Contact Visits	Total No-Contact Visits
579	851	100

There were a total of 76 video court hearings held during FY16. The video Court Room was also used for Parole Hearings, 980 Evaluations, Conduct Report hearings with other institutions, Agent visits, Public Defender interviews as well as Budget review meetings with Central Office.

Transportation

The WSPF Transportation Unit consists of a Correctional Sergeant and one Correctional Officer. Since WSPF transports a large number of inmates who have been identified as high risk, all assigned transportation staff have been trained and certified in armed escort transports. WSPF transportation staff have also been trained and certified in the use of electronic control devices (ECD), Taser, single officer expandable baton techniques, and the proper use of incapacitating agents.

In July 2015 thru June 2016 the transportation unit conducted 595 medical trips, 27 court trips, 37 transfers, 1 Release, 6 Armed Escorts, 29 ECD, 54 vigils and 11 inmate workers from PDCI without serious incident.

Conduct Report Statistics

FY15 resulted in 1059 total conduct reports being served with 486 of these being heard as majors, 570 were heard as minors and 3 heard as waivers.

PROGRAM DEPARTMENT

Programming at WSPF covers three major areas including: 1) General Population inmates, 2) HROP-High Risk Offenders and 3) RH status inmates. Programming ranges from essential A&E identified programs to in cell programming. One of the criteria in an inmate's evaluation while at WSPF is their participation in programming. This is important as it assists staff in evaluating an inmate's motivation, willingness to take a look at himself and address behaviors and criminogenic needs.

Interactive Journaling (HROP, RH, AC) (2015-2016 FY completions 29)

Whether grappling substance dependence or the loss of freedom that comes with incarceration, journaling has proven to be an effective tool in helping an individual cope with challenging situations. The power of writing is that the process is immediately personal and relevant. Individuals can map out where they have been, where they are today and where they wish to go.

Anger (HROP, RH, AC)-in cell does not meet A&E need (2015-2016 completions 31)

Offenders in recovery look at the cost of anger and aggression in their own lives and learn how to create new choices. They discover that destructive actions don't just happen in an instant; they grow out of a pattern of thoughts, beliefs, and feelings. Offenders learn an array of effective alternatives and practical skills which make it possible to stop aggression before it's too late. This in-cell Anger Management Program at WSPF does not meet an A & E need.

RET – Rational-Emotional Therapy (HROP) (2015-2016 completions 26)

This program teaches hands on practical skills for everyday living. It is based on the work of Albert Ellis and can help you understand behavior, recognize and change self-defeating attitudes, set new, attainable goals, and practice new problem solving skills.

Turning Point 1 (HROP) (2015-2016 completions 24)

This program leads offenders to practical, concrete ways to become aware of their own thinking and its consequences and day by day, work toward the goal of responsible lives.

Turning Point 2 (HROP) (2015-2016 completions 18)

Correcting errors in thinking is basic. The other half is the BEHAVIOR that results from those thoughts. Tactics are habitual ways of acting that keep people stuck in destructive lives. Individuals learn to become aware of Tactics and how they use them, making change possible.

Turning Point 3 (HROP) (2015-2016 completions 18)

This program teaches individuals how to use the *Power of Consequences* as compelling motivation to stick with the difficult, day by day work of changing life long patterns. Individuals learn to draw upon mental images of impending consequences when faced with temptation, instead of shutting them out.

A Better Way (HROP) (2015-2016 completions 5)

Designed for first time offenders, participants in institutional substance abuse programs, and anyone who wishes to live free. Individuals will learn a trio of life changing behaviors that will involve the word acceptance.

Getting it Right (ANY) (2015-2016 completions 0)

This program uses rational self-counseling through journaling to help participants make the transition into the community and toward responsible living. Journals include: Personal Growth; Managing My Life; Relapse Prevention; Responsible Thinking and Change Plan.

Free Your Mind (HROP) (2015-2016 completions 2)

This program is intended to examine perceptions, priorities and actions and make positive changes in our lives. Through this process, participants aim to see and understand that they really do have choices.

Life Skills Program (RH or AC only) (2015-2016 completions 2)

This program is designed to help you develop and or improve your self-management skills. Find out who you are and who you want to become.

Recycle Program (S.M.A.R.T.) (HROP) (2015-2016 completions 2)

This program is for Inmates who have been removed from the High Risk Offender program and placed on Administrative Confinement. S.M.A.R.T. Choices is a highly effective decision making and life skills program to accelerate learning and change.

BRAVE Program (ANY) (2015-2016 completions 2)

The BRAVE Program is a seven journal series, designed in collaboration with the Federal Bureau of Prisons, to reduce institutional misconduct and recidivism.

Carey Guides (ANY) (2015-2016 completions as part of HROP; numerous more in GP; started staff training on use)

For behavior change and recidivism reduction to be possible, offenders must understand the personal and environmental factors underlying their offending behavior and be taught the skills they need in order to make positive changes in the future. The Carey Guides are designed to equip corrections with the information and tools they need to support these changes.

BITS (ANY) (2015-2016 started staff training on use)

The Brief Intervention Tools (BITS) were created to help corrections effectively address key skill deficits with adult or juvenile offenders in short, structured interventions. Situational: The tools are designed to be used when a

spontaneous "teachable moment" arises. They can also be used to target problematic behavior patterns. Staff determines when to offer a BIT. Offenders may also request a BIT from staff to address specific needs and incidents.

Anger Management Group (GP and HROP) (5 completions in GP; 7 in HROP; newest Anger Control curriculum trained and to be implemented 16-17 FY)

This program is a cognitive behavioral based approach at anger management. It is set up to offer skills and tools as resources to inmates as ways to handle anger. The program includes social skills training, anger control and moral reasoning.

ART-Agression Replacement Training (HROP/RH)

Anger Control is the newest training for anger management and will be implemented during next fiscal year.

Domestic Violence (GP) (newest DV/T4C curriculum trained and to be implemented 16-17 FY)

This program is a cognitive behavioral based approach at domestic violence programming. The program is introduced through a psycho/educational mode of treatment, the cycle of domestic violence and the tools needed to intervene in the cycle utilizing non-violent problem solving skills.

T4C/Cognitive Behavioral (GP and HROP) (Additional 10 staff trained; 20 HROP completions; 24 GP completions FY 15-16 (numbers estimated; will track 16-17 FY completely)

Thinking for a Change (T4C) is an integrated, cognitive behavioral change program for offenders that include cognitive restructuring, social skills development, and development of problem solving skills.

Parenting Malachi Dads (GP) (First group started 6/20/16 with 12 participants)

Parenting-Malachi Dads is a volunteer lead, faith based small group for any inmate in General Population. Enrollment in the group is voluntary as well. This program does meet the Parenting need. The program develops their skills in five key areas: fathering, spiritual, educational, moral and vocational.

New Freedom (PSU)

A New Freedom offers comprehensive and flexible curriculum workbooks and behavioral health treatment resources for adult correctional programs. Topics include substance abuse, drug court and diversion, behavioral health, life skills, community reintegration, vocational readiness, gang intervention, anger, aggression, violence, as RH and in-cell study. These are self-paced in cell programming options that offenders can request through PSU.

Re-entry (All GP inmates)

Re-entry resources are available through the re-entry resource room and video programming. This includes the 10 modules designated by DOC as re-entry curriculum, video resources and worksheets. The resource room also offers computer use for Career Scope which has an aptitude test helping inmates identify where their career strengths are highest. Also JobNET is available for offenders within 6 months of release to begin job searches. JobNET offers a search engine for identifying jobs in various areas of the state. JobNET can search by area, types of jobs and types of skills among others.

Re-entry PAS –Practical Application Seminars (All Inmates within 12 months of release) (12 GP enrollees; 10 completed; 6 RH enrollees; 1 completed)

Re-entry PAS is completed 2 times per year in spring and fall. GP offenders attend all three sessions. RH offenders scheduled separately and attend 1st and 3rd meeting.

Chaplain Services

Chaplain Services offers services for all recognized faith groups as volunteers are available. Chaplain services also offers individual sessions with volunteers from identified faith groups. Chaplain services plays audio and/or video throughout the days on Channel 30 & 35 on a rotating schedule for all recognized faith groups.

Education

The Education Department provides Adult Basic Education, GED, HSED, Special Education and Re-entry. WSPF is an authorized GED testing center. In the past fiscal year, 4 inmates participated in Special Education, 22 inmates completed

their HSED, 56 inmates participated in ABE, and to date, WSPF has had 428 inmates obtain their HSED and 13 have obtained their GED.

WSPF also provides one vocational course –Cosmetology. To date 11 students have graduated from this program and received their degrees from Southwest Technical College. 3 inmates completed the program in FY16 and passed their State Boards.

Educational Services are provided through various venues. For inmates in segregated status, one-on-one sessions are provided at the cell front and lessons including educational videos are provided through the in-house television systems. Students with special needs are provided services face to face utilizing the attorney booths.

General population inmates receive classroom programs to provide academic remediation and HSED preparation. 40 general population students have been enrolled in group classes on the General population unit in the last fiscal year.

Library services checked out 3577 materials: 2287 books, 1285 magazines/newspapers, and 5 others, placed 132 holds, sent 317 1st time overdue notices, 77 2nd overdue notices, 19 Subsequent overdue notices, 302 total renewals. On average 150 inmates check out materials per month.

Law Library Services

Satellite paper law libraries are available on each unit and contain the required starter materials. A computer is also available on each segregation unit for inmates to use in searching for case sites electronically. In addition, five computers are set up on the Delta General Population unit and two computers are set up on Echo General Population unit. Typewriters are also available to GP inmates who are indigent to type briefs and motions. Various legal forms are provided free of charge from the law library upon request. General Population inmates who have EDNET accounts may request copies of typed case law briefs from the main law library. Echo and Delta Units have two inmate Law Clerks to aide in helping inmate's research case law and with the typing of legal documents. WSPF also has a Restrictive Status Law Clerk to aide in helping inmates on those units.

Religious Programming

WSPF employs one full-time Chaplain to meet the religious needs of the population. The Chaplain does weekly rounds on the units and meets individually with inmates as needed. The Chaplain receives and distributes religious material donated by volunteers. Weekly programming relating to the DOC recognized religious umbrella groups is also broadcast via the in-house system. The institution has an extensive library of books for inmates to check out pertaining to the Religious umbrella groups. Pastoral visits are scheduled through the Chaplain. Volunteers provide weekly individual visits, group studies and services. Services for FY16 included Catholic Mass, Protestant Worship Service and Sweat Lodge.

RELIGIOUS TV PROGRAMMING

Catholic	2 times per week
Protestant Services/Movies	16 times per week
Islamic Teaching	15 times per week
Native American Music/Ceremony	7 times per week
Jewish Teaching/Music	1 time per week
Pagan Teaching/Music	3 times per week
Eastern Religions/Teaching	2 times per week
Hispanic Services	1 time per week
Jummah Prayer/Service	2 times per week

WSPF maintains a library of religious material containing over 800 books and 350 videos and cassettes. The average number of books checked out from chapel library a month in FY16 was 60. Over 55 inmates participated in the Angel Tree and Salvation Army toy programs in FY16.

Psychological Services

Psychological Services Unit (PSU) currently consists of three full-time Psychological Associates, one half-time Licensed Psychologist, and one Supervising Licensed Psychologist. PSU staff members provide a variety of services for inmates on

two restrictive housing units and three general population units. These services include crisis intervention, clinical observation placements, clinical monitoring reviews, intake assessment, formal psychological assessment, treatment planning, individual therapy, group therapy, program referral, and consultation with other staff.

PSU Staff members are assigned specific coverages for each of the five housing units at WSPF. Clinical restrictive housing rounds are conducted weekly on the two restrictive housing units. While conducting rounds on housing units, PSU staff offer puzzle packets which include a wide variety of material for inmates to challenge themselves with. Jigsaw puzzles are also available for inmates to request as well as paper chess boards.

PSU Staff also provide facilitation for several group treatment programs including: Thinking for a Change, Mindfulness, and Anger Replacement Therapy. PSU facilitated T4C and Mindfulness groups which are held in both general population and restrictive housing settings. This fiscal year also saw the continued use of in-cell treatment programming opportunities for inmates on all housing units. PSU Staff members also provide input and participate in administrative confinement hearings to assist in identifying inmates who may be ready for transfer to general population. In addition, PSU has been involved with reintegration, assisting offenders in preparing for their approaching release to the community.

Assessment services provided to inmates at WSPF by PSU staff attended to the mental health needs of inmates requiring clarification of diagnostic as well as treatment needs. PSU Staff also had an active role in revising the High Risk Offender Program to better address the needs of the HROP participants.

All WSPF PSU staff members continue to participate in weekly mental health multidisciplinary meetings that incorporate an individualized patient review based approach. These meetings seek to address not only the clinical but also security, medical, and other issues and concerns posed by particular inmates.

PSU Staff at WSPF will continue to facilitate suicide prevention training for all staff at WSPF on an annual basis. PSU Staff at WSPF are also committed to improving as they continue to attend trainings designed to increase their effectiveness and skills. Three PSU staff members attended Dialectical Behavior Therapy (DBT), including a week long training and a 2-day training, and one staff member attended motivational interviewing.

WSPF PSU Staff have been implementing a pilot peer mentoring program where general population inmates (currently 6 inmate peer mentors) work collaboratively with Restrictive Housing and General Population inmates who have had difficulties adjusting to the institution atmosphere. The pilot program has demonstrated very positive initial results. Feedback from staff, the mentors and mentees has been very positive with many inmates successfully being transitioned from long term Restrictive Housing to General Population with the assistance of the Peer Mentors. It is also noted that the 6 Peer Mentors have reported having enhanced purpose and meaning in their lives and have found their jobs to be highly rewarding.

RECORDS

The WSPF Records Office calculates sentence information and maintains all social services and legal documentation for inmates. During FY16, WSPF processed 23 releases and 71 transfers as well as 90 intakes.

HEALTH SERVICES UNIT

The WSPF Health Services Unit oversees the immediate health care needs on a daily basis, including clinic visits for the doctor, psychiatrist and RN appointments as well as urgent and emergent treatment. Also provided is on-going monitoring of chronic conditions, providing educational materials and providing of medication and teaching. Dental staff provides a full range of dental services to the WSPF inmate population.

Local healthcare facilities are utilized for emergency services, orthopedic consults, surgical intervention, CT scan, MRI scan, laboratory and pharmacy needs. UW-Madison Hospital, Boscobel Area Health Care, Gundersen-Lutheran Hospital, Waupun Memorial Hospital and Fond du Lac Clinics also provide consultations and various medical specialized care. Local public health agencies are also contacted as needed.

♦ 544 – Physician appointments completed

♦ 618 – Nurse Practitioner appointments completed

- ◆ 1757 – Registered Nurse sick call
- ◆ 4665 - Registered Nurse appointments completed.
- ◆ 571 - Dental appointments completed
- ◆ 227 - Dental Hygienist appointments completed.
- ◆ 686 - Psychiatrist Appointments completed.
- ◆ 126 – Optometry Appointments completed
- ◆ 116 On-Site X-Rays
- ◆ 118 – Emergency Room Visits
- ◆ 25 – Ultrasounds
- ◆ 37 – Telemedicine Appointments
- ◆ 205 - Physical Therapy Appointments
- ◆ 18- Occupational Therapy Appointments
- ◆ 445 Off-Site Appointments

AMERICANS WITH DISABILITIES ACT COORDINATOR

In the effort to ensure compliance with the American with Disabilities Act (ADA) for inmates, WSPF under the direction of the DOC, has named the following staff member as the ADA Coordinator:

- ◆ Brian Kool, Corrections Unit Supervisor

LIMITED ENGLISH PROFICIENCY COORDINATOR

Limited English Proficiency (LEP) refers to any or all of the skills of reading, writing, speaking or understanding English. The LEP Initiative is DOC's plan to implement Executive Directive #71 and to meet the needs all offenders whose primary language is not English. The overall program is designed to train staff to address these needs, so that LEP persons will not be disadvantaged in our system. WSPF has named the following staff member as the LEP Coordinator:

- ◆ Travis Hudson, Recreation Leader

UNIFIED CORRECTIONS COALITION COORDINATOR

The mission of the Unified Corrections Coalition (UCC) is to bring the Department of Correction's Offender Lifecycle to life by redesigning and implementing a single statewide case management system that includes the Northpointe risk and needs assessment. The Unified Corrections Coalition is made up of personnel from the Department of Corrections (DOC), county and state courts, and Northpointe. WSPF has named the following staff member as the UCC Site Coordinator:

- ◆ Melanie Harper, Social Worker

PRISON RAPE ELIMINATION ACT COORDINATOR

The Wisconsin Department of Corrections has a zero-tolerance standard for inmate sexual assault and staff sexual misconduct and has issued two Executive Directives (16A and 72) to address this important matter. The Wisconsin legislature also enacted Act 51 in 2003 which made staff sexual misconduct a felony crime under Wisconsin Statute 940.225. WSPF has named the following staff member as PREA Coordinator.

- ◆ Mark Kartman, Security Director

ACRONYMS

- | | |
|---|---|
| ◆ ADA- Americans with Disabilities Act | ◆ HSU - Health Services Unit |
| ◆ AODA - Alcohol & Other Drug Abuse Treatment Program | ◆ ICRS - Inmate Complaint Review System |
| ◆ CGIP - Cognitive Intervention Program | ◆ LEP – Limited English Proficient |
| ◆ CISD – Critical Incident Stress Debriefing | ◆ LTE - Limited Term Employment |
| ◆ CNT – Crisis Negotiations Team | ◆ PREA – Prison Rape Elimination Act |
| ◆ CRB - Community Relations Board | ◆ PSU – Psychological Services Unit |
| ◆ DAI - Division of Adult Institutions | ◆ RSH – Restrictive Status Housing |
| ◆ DOC - Department of Corrections | ◆ SWTC - Southwestern Wisconsin Technical College |
| ◆ ERU – Emergency Response Unit | ◆ TEMS – Tactical Emergency Medic |
| ◆ GED – General Education Development | ◆ UCC – Unified Corrections Coalition |
| ◆ GP – General Population | ◆ WPEC – Workplace Enhancement Committee |
| ◆ HSED – High School Equivalency Diploma | ◆ WSPF - Wisconsin Secure Program Facility |
| ◆ HROP – High Risk Offender Program | |

INMATE COMPLAINT REVIEW SYSTEM

The Inmate Complaint Review System serves the purpose to encourage communication between staff and inmates; explain and clarify policies; allow inmates to raise questions in an orderly fashion; reduce litigation numbers; and to assess the institution climate. In addition to handling complaints, the ICE office handles all of the Prisoner Litigation at the institution. At the present time this involves over 40 open cases. The ICE has daily contact with Department of Justice attorneys to coordinate the work on the cases. The ICE office also acts as a liaison between WSPF staff members and DOJ. The ICE has accompanied staff members to Federal Court on the occasions that the case has gone to trial. Below is a summary of the FY16 complaints showing the number of complaints filed at WSPF in FY16:

SUMMARY OF COMPLAINTS AT ICE LEVEL – WSPF FY16

SUBJECT OF COMPLAINT	TOTAL
BCE	0
BREACH OF CONF. HEALTH INFORMATION	33
CLASSIFICATION	81
PAROLE	1
CORRESPONDENCE & PUBLICATIONS	174
DISCIPLINE	103
DISCRIMINATION	09
FOOD	66
ICRS	68
INMATE ACCOUNTS	72
MEDICAL	332
OTHER	538
RELEASE	00
PERSONAL PHYSICAL CONDITIONS	86
PERSONAL PROPERTY	339
RELIGION	24
RULES	14
STAFF	366
STAFF SEXUAL MISCONDUCT	13
VISITING	29
WORK AND SCHOOL PROGRAMS	77
INMATE SEXUAL MISCONDUCT	10
DENTAL	08
STAFF MISCONDUCT	32
PSYCHOLOGY	28
PSYCHIATRY	01
TOTAL FOR WSPF	2504